Minutes of the Governance and Post-baccalaureate Professional Programs Committee

October 29, 2009
Location: Butler 235
(School of Education Dean’s Conference Room)

Committee Members - Graduate and Post-Baccalaureate Professional Programs
(3.6, 2.7.1, 2.7.2, 2.7.4, 4.2 and 4.4)

- Dr. Joseph Johnson, Professor, Educational Leadership, Faculty Senate Chair
- Dr. Donatus Okhomina, Assistant Professor, Dept. of Management
- Ms. Suzanne Hesseltine, Web Developer, Information Technology Services
- Dr. Dwight House, Associate Professor, Mathematics & Computer Science
- Dr. Pamela Jackson, Assessment Coordinator, Asst. Dean School of Business and Economics
- Dr. Kwok ’K.C.’ Wong, Professor, Math & Computer Science
- Dr. Jianshi Wu, Professor of Physics, Natural Sciences
- Mr. Jerry Dean, Board of Trustees
- Dr. LaDelle Olion, Dean, The Graduate School, ex-officio

Committee Members in Attendance: Joseph F. Johnson, Susanne Hesseltine, Marion Gillis-Olion, LaDelle Olion, Pamela Jackson, Jianshi Wu.

Joseph F. Johnson called the meeting to order and expressed his appreciation to the members in attendance. A committee meeting folder was provided and Johnson gave an overview of the handouts in the folder. The following agenda was use to guide the discussion and activities of the committee meeting:

Call to Order

Opening Remarks
(Joseph F. Johnson)

Comments
(Dr Marion Gillis-Olion)

Discussion Items and Updates
- Explanation of Handouts
- Black Board Site
- Committee Member Assignments
- Suggested Meeting Schedule (Nov/Dec)
  - November 5
  - November 12
  - November 19
  - December 3

Good of the Order

Committee members were informed that a Blackboard site was established for the work of the committee. There are individual folders for each accreditation compliance standard under DOCUMENTS in order to
allow for easy access to the information that will be placed into them. Committee members were informed that they will have instructor privileges and will have the ability to view all documents in addition to the specific work/writing assignments. Johnson indicated that the site is still under development and will be fine tuned within a week or so.

Marion Gillis-Olion, University SACS Liaison, facilitated a very helpful discussion regarding the writing of the Certificate of Compliance. It provided an opportunity to benefit from the best practices that have been used by other institutions. At the end of this discussion, writing assignments were made for each committee member, by standards. They are as follows:

<table>
<thead>
<tr>
<th>COMPLIANCE STANDARD</th>
<th>DESCRIPTIVE TITLE</th>
<th>COMMITTEE MEMBER ASSIGNMENT</th>
<th>JUDGMENT OF COMPLIANCE</th>
<th>STATUS</th>
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<tbody>
<tr>
<td>2.7.1</td>
<td>Program Length</td>
<td>Hesseltine</td>
<td>Johnson</td>
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<td>2.7.2</td>
<td>Program Content</td>
<td>Johnson</td>
<td>Hesseltine</td>
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<td>2.7.4</td>
<td>Coursework for Degrees</td>
<td>Jackson</td>
<td>Okhomina</td>
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<td>3.6.1</td>
<td>Post-baccalaureate Program Rigor</td>
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<td>3.6.2</td>
<td>Graduate Curriculum</td>
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<td>3.6.3</td>
<td>Institutional Credits for a Degree</td>
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<td>3.6.4</td>
<td>Post baccalaureate Program Requirements</td>
<td>Olion</td>
<td>Johnson</td>
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<td>4.2</td>
<td>Program Curriculum</td>
<td>Wu</td>
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<td>4.4</td>
<td>Program Length</td>
<td>Wu</td>
<td>House</td>
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The committee agreed on weekly meetings through each Thursday at 2:00 on the following dates: November 5, November 12, November 19, and December 3. The committee also agreed to use the efficiency of technology between meeting dates.

The meeting was adjourned at or around 4:00 p.m.